



Powerware Party Planning Form

Name (Powerware Party Host): _____

Email: _____ Phone: _____

Target Community for Powerware Party: (name of business, faith, civic, neighborhood community)

Address of Powerware Party: _____

Room name or number: _____

Special directions or landmarks: _____

Powerware Party Date: _____

Powerware Party Start Time: _____

This Party will run for approximately 90 minutes. If you need your Party to be shorter or longer, please specify your needs here: _____

Number of expected attendees (goal 10-20): _____ (Must confirm at least 10)

What Resources Might be Available?

Does your location/facility have any of the following available for use during the Powerware Party?
(None of these are essential but could be useful if available.)

- ☐ Wireless Internet Access
- ☐ Networked Laptop Computer
- ☐ Networked Desktop Computer
- ☐ Digital Projector
- ☐ Blank wall, large white board, or projector screen

What kind of role would you like to play during the Powerware Party?

(Only the first is required. Check as many or few of the others you wish.)

- ☒ Greet and check-in participants; serve refreshments (required).
- ☐ Introduce the Green Homes Challenge representative.
- ☐ Share a personal story about saving energy at home or share why you decided to host this gathering.
- ☐ Assist presenter with recording comments on flip chart, distributing materials, etc.
- ☐ Ask participants to pledge to take one energy saving action; distribute pledge forms.
- ☐ Help lead discussion on next steps.

Any special requests or concerns? _____

- ☐ Please connect me with an experienced Powerware Party Host so that I may find out what to expect and how best to prepare.

Fillable form also available at www.FrederickCountyMD.gov/GreenHomes

MAIL, FAX OR EMAIL TO:

Green Homes Challenge Coordinator, 30 N. Market St., Frederick, MD 21701

fax: 301-600-1050 • email: GreenHomes@FrederickCountyMD.gov